

Mayor and Council Session

700 Doug Davis Drive
Hapeville, GA 30354

June 5, 2018 7:00PM

1. Call To Order
2. Roll Call
 - Mayor Alan Hallman
 - Alderman at Large Michael Rast
 - Councilman at Large Travis Horsley
 - Councilman Ward I Mark Adams
 - Councilman Ward II Chloe Alexander
3. Welcome
4. Pledge Of Allegiance
5. Invocation
6. Public Hearing
 - 6.I. Consideration And Action On 2018 Alcohol Beverage License For Marco's Pizza
Located At 832 Virginia Avenue, Hapeville, GA 30354

Background:

Marco's Pizza Inc. has completed all the necessary steps in the alcohol license application process, and therefore, they are requesting approval from Mayor and Council. All departmental reports have been received and staff recommends approval with the condition of no outside sales of alcohol beverages until all compliance requirements for patio dining has been met.

Applicant: Minal Patel
Address: 832 Virginia Avenue, Hapeville
Parcel ID: 14 -0098-0001-072-2

Public Comment
Staff Comment
Mayor and Council Comment

Documents:

[MARCOS APPLICATION 2018REDACTED_REDACTED.PDF](#)

- 6.II. Alcohol Bucket Sales Ordinance - 1st Reading

Background:

During the May 15, 2018 Work Session, Councilman Horsley initiated a discussion on updating the Alcohol Ordinance to allow for bucket sales of malt beverages. The attached Alcohol Bucket Sales Ordinance has been reviewed by legal and is now ready for a 1st reading.

Documents:

[ALCOHOL BUCKET SALES ORDINANCE.PDF](#)

6.III. Consideration And Action On The Amendment To The City Ordinance For The Collection And Use Of Hotel Motel Tax Funds Under OCGA 48-13-51(B) - 2nd Reading

Background

City of Hapeville currently collects Hotel Motel Tax at a 7% rate under O.C.G.A 48-13-51(a)(4.5). The General Assembly of Georgia enacted Senate Bill 412, allowing the City to levy an excise tax under O.C.G.A 48-13-51(b) of up to 8%. The following ordinance amends the current city ordinance and details the distribution of funds.

This is the second reading of this ordinance.

Documents:

[HOTEL MOTEL ORDINANCE HAPEVILLE.PDF](#)
[HOTEL MOTEL SENATE BILL.PDF](#)

6.IV. FY18-19 Budget Ordinance - 1st Reading

Background

On May 21, 2018, the City made available a draft Fiscal 2018-19 Proposed Budget. The City advertised the public hearing in the South Fulton Neighbor newspaper. A copy of the draft budget is posted to the City website along with a copy of the detailed line items supporting the budget proposal. City Manager and staff has made itself available to discuss budget in overall concept and in detail. This budget calls for approximately \$12.4M in General Fund revenues and a net add to Fund Balance of approximately \$150K.

Of significant notes for the 2018-19 fiscal year, the Georgia legislature approved a change to the City Hotel Motel tax classification. With the change the City, expects to complete the restoration of the theater in Fiscal 2019. The City expects the completion of the Holiday Inn Express in the current year and expect ground breaking on an Embassy Suites Hotel. The Dogwood streetscape project is expected to be completed shortly and long-awaited projects on the railroad are beginning.

The budget is an estimate and our projection of the next 12 months. Should assumptions or actual circumstances significantly change, Mayor, Council and staff will revisit our plans to best steward the resources of the City.

Documents:

[2018-19 BUDGET MEMO.PDF](#)
[ORDINANCE FY 2019 BUDGET.PDF](#)
[ADDENDUM TO BUDGET ORDINANCE.PDF](#)
[BUDGET BOOK MASTER 2019_6.1.19 - 1.PDF](#)
[2018-19 BUDGET DETAIL - INCODE.PDF](#)
[13 YEAR REAL PROPERTY.PDF](#)
[13 YEAR INCODE - REAL PROPERTY COLLECTIONS.PDF](#)

7. Questions On Agenda Items

The public is encouraged to communicate their questions, concerns, and suggestions during Public Comments. The Council does listen to your concerns and will have Staff follow-up on any questions you raise. Any and all comments should be addressed to the Governing Body, not to the general public and delivered in a civil manner in keeping with common courtesy and decorum.

8. Consent Agenda

8.I. Approval Of Minutes

- May 1, 2018
- May 15, 2018

9. Old Business

9.I. Employee Handbook - 2nd Reading

Background:

The current Employee Handbook was last revised November 1994. The updates and revisions are necessary due to changes in laws as well as new laws. Updating the employee handbook will define the City's boundaries and give ground rules by explaining what is and is not considered acceptable behavior while remaining in compliance with the law.

The first reading of the Employee Handbook took place at the May 1, 2018 Mayor and Council Session. A revised copy of the handbook is attached for review. It includes comments made on May 1st by Mayor and Council.

Documents:

[CITY OF HAPEVILLE HANDBOOK DRAFT 042618.DOCX](#)
[PERSONNEL HOLIDAY-VACATION-SICK CHART - MUNICIPALITIES.PDF](#)

9.II. Renew Financial Services Agreement With Piper Jaffray & Co. And To Authorize Mayor To Sign Contract

Background:

The following agreement is for Ed Wall of Piper Jaffray to continue as the Financial Services adviser for the City primarily for the purposes of bond consultation and issuance. The term of the agreement is 3 years unless earlier terminated.

The termination clause has been updated and reviewed by legal.

Documents:

[FA AGREEMENT HAPEVILLE \(CITY OF\) 6.1.2018.PDF](#)

9.III. HATT Discussion

Background

In 2007, the City created the Hapeville Association of Tourism and Trade (HATT) with the specific and primary purpose is to own, operate, and maintain, create, develop, facilities and programs for the promotion of tourism, conventions, and trade shows benefiting Hapeville through use of proceeds of the City's Hotel Motel Tax. With updates to the city practices and at the recommendation by Department of Community Affairs, the city has contracted with a Destination Marketing Organization (DMO) for its Tourism, Convention and Trade marketing. Ongoing marketing will be managed by the DMO, and Tourism Product Development will be managed by the City. With this, the City should effect the dissolution of HATT. Our legal representative will explain the steps the City must take to effect the dissolution

10. New Business

10.I. Consideration And Action On Granting Permission To Bertha Rojas To Sell Produce On City Property Between The Hours Of 5-9PM

Background:

Bertha Rojas has applied for a Transient Vendor Permit to sell produce and snacks on Claire Drive near the city maintenance building. Per City Ordinance Sec. 11-11-4, applicant must have "written permission from the property owner authorizing the transient merchant to sell or offer to sell merchandise at the location". The City of Hapeville is the owner of said property; therefore, Ms. Rojas is requesting written permission from Mayor and Council.

Additionally, the Transient Vendor Ordinance states that "a transient merchant shall not sell or offer to sell merchandise between the hours of 6PM to 9AM. Ms. Rojas is requesting to be able to sell Monday - Friday between the hours of 5PM and 9PM.

Documents:

[TRANSIENT VENDOR APPLICATION - BERTHA ROJAS_REDACTED.PDF](#)
[SEC._11_11_4.____TRANSIENT_MERCHANTS..PDF](#)
[SURETY BOND - BERTHA ROJAS.PDF](#)
[BACKGROUND CHECK - BERTHA ROJAS_REDACTED.PDF](#)

10.II. Consideration And Action To Approve Play South, LLC In An Amount Not To Exceed \$ 161,350 For Playground Equipment At The New Virginia Ave. Park.

Background and Summary:

Bids were received on April 18, 2018 for the Community Development Block Grant (CDBG) playground project on Virginia Avenue. The bids were tabulated & graded and Play South, LLC is the recommended bidder for this project. The City was awarded \$ 100,000 for this project and we recently applied for extra funds and will be receiving an additional \$ 53,000 from Fulton County. This will be the first City playground in the Virginia Park neighborhood area.

Documents:

[BID TABULATION - CERTIFIED.PDF](#)
[PLAYGROUND BID GRADES.PDF](#)
[PRE LAYOUT.PDF](#)
[PLAYGROUNDS.PDF](#)

11. Tourism Product Development Discussion

Background:

With the change in our Hotel Motel tax classification, Councilmember Alexander would like to initiate a discussion of upcoming plans, structure and reporting for Tourism Product Development.

12. City Manager Report

13. Public Comments

At this time, the Mayor opens the floor to comments from the audience. Comments should relate to a specific agenda item, not listed on the agenda for a Public Hearing, or to a concern within the jurisdiction of the City. Mayor and Council meetings serve the purpose of conducting city business and are not a forum for the unlimited expression of opinion. The Mayor reserves the right to limit comments to matters germane to city business and may refer speakers to the City Manager or other staff for

resolution.

14. Mayor And Council Comments

15. Executive Session

When Executive Session is Required one will be called for the following issues: 1) Litigation O.C.G.A. §50-14-2; 2) Real Estate O.C.G.A. §50-14-3(b)(1); or 3) Personnel O.C.G.A. §50-14-3(b)(2).

16. Adjourn

Public involvement and citizen engagement is welcome as Hapeville operates a very open, accessible and transparent government. We do however remind our attendees/residents that there are times allocated for public comments on the agenda. In order for council to conduct their necessary business at each meeting, we respectfully ask that side-bar conversations and comments be reserved for the appropriate time during the meeting. This will allow the City Council to conduct the business at hand and afford our meeting attendees ample time for comments at the appropriate time during the meeting.